

# Ladd and Katherine Hancher Library Foundation

## Grant Application

The Ladd and Katherine Hancher Library Foundation will consider requests from public libraries serving populations of 50,000 or less. Projects are reviewed for the level of educational contribution to the community. Funding will not be considered for normal operating expenses, normal salaries or employee benefits.

### **Application Deadline: September 1, 2018**

Name of Organization: \_\_\_\_\_

Name of Contact: \_\_\_\_\_ Contact Title: \_\_\_\_\_

Physical Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_

Current Assigned Texas State Library Population: \_\_\_\_\_

Grant Amount Requested: \_\_\_\_\_ Project Title: \_\_\_\_\_

**AGREEMENT:** If awarded a grant, it is agreed that this library will submit a report, including an accounting of funds used, on or before one year from the day the grant is funded.

\_\_\_\_\_  
Signature of Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



2. Has this library received a previous grant from the Ladd and Katherine Hancher Library Foundation? \_\_\_Yes \_\_\_ No
  
3. If a grant is awarded, how will this project be funded beyond the grant year?
  
  
  
  
  
  
  
  
  
  
4. Provide a detailed budget for your project. Include itemized costs for materials, equipment, furniture, shipping, labor, etc....
  
  
  
  
  
  
  
  
  
  
5. Describe how this project will improve the library educational services in your community. Denote the group(s) in your community who benefit and how they will benefit from this project.
  
  
  
  
  
  
  
  
  
  
6. Explain how you will measure the success of your project. What are the outcomes you anticipate?

7. Identify the person(s) who will implement the project, monitor the results and submit the report. Provide name(s), title(s) and address(es).
  
8. Please include any additional information you believe is important.

**CONTACT INFO:** E-mail: [info@hancherlibraryfoundation.org](mailto:info@hancherlibraryfoundation.org)  
Web Page: [www.HancherLibraryFoundation.org](http://www.HancherLibraryFoundation.org)

**WHAT TO SEND:**

One copy of the Grant Application.

One copy of your Annual Report to the Texas State Library.

Return the application by Sept. 1, 2018.

**Mailing Instructions:** Applications should be sent by first class mail. The Foundation will confirm receipt by email.

**Send Applications to:** Ladd and Katherine Library Foundation  
Attn: Joan Whitcomb  
P.O. Box 878  
Columbus , TX 78934